

DEPARTMENT OF SOCIAL SERVICES
744 P Street, Sacramento, CA 95814



January 23, 1990

ALL COUNTY INFORMATION NOTICE NO. I-05-90

TO: ALL COUNTY WELFARE DIRECTORS

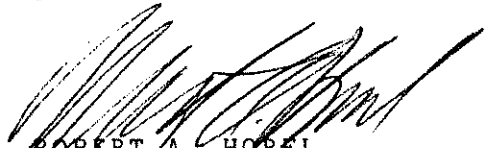
SUBJECT: AFDC AND FOOD STAMP POLICY IMPLEMENTATION BUREAU
ANALYST ASSIGNMENTS

REFERENCE: ACIN I-43-88 DATED MAY 19, 1988; ACL 89-99 DATED
NOVEMBER 15, 1989; AND ALL FS PROGRAM COORDINATORS
LETTER DATED OCTOBER 13, 1989

Attached are updated listings of the AFDC and Food Stamp Policy
Implementation Bureau (AFPIB) analyst assignments.

The AFPIB is composed of four units: two AFDC policy units, a
Food Stamp policy unit and a combined AFDC/FS Forms/Notice of
Action unit. The policy units' responsibilities include
implementation and interpretation of AFDC, Transitional Child
Care, and Food Stamp regulations and policies. The combined
Forms/NOA unit is responsible for forms design and control
activities, which include notices of action, and coordinating
AFDC and Food Stamp program oversight of the SAWS projects.

If you have any questions or comments regarding the AFDC and Food
Stamp Policy Implementation Bureau activities, you may contact
Mr. Stephen K. Larsen, Chief, Welfare Policy Branch, at (916)
322-4401 or ATSS 492-4401.


ROBERT A. HOREL
Deputy Director

Attachments

cc: CWDA

AFDC and FS POLICY IMPLEMENTATION BUREAU
Supervisors and Analysts

Chief: VACANT
(916) 322-5330
ATSS 8-492-5330

	<u>Phone</u>	<u>Alternate</u>	<u>Phone</u>
 A. <u>AFDC Policy Unit</u>			
 <u>Supervisor:</u>			
Clyde Martinez	324-2656		
 <u>Analysts:</u>			
Jim Lucas	324-2725	Poole-Taylor	324-2661
Karen Maderos	324-2009	Moore	324-2017
Judy Moore	324-2017	Maderos	324-2009
Sandra Poole-Taylor	324-2661	Lucas	324-2725
 <u>Supervisor:</u>			
Mike Babcoke	445-4400		
 <u>Analysts:</u>			
John Honeycutt	445-1131	Puga	324-2663
Jim Mullany	445-7884	Moore (except TCC)	324-2017
Jim Mullany	445-7884	Puga (TCC)	324-2663
Henry Puga	324-2663	Honeycutt	445-1131
 B. <u>FS Policy Unit</u>			
 <u>Supervisor:</u>			
Michiyo Laing	324-6583		
 <u>Analysts:</u>			
Kathie Birmingham	324-2012		
Carole Geller	324-2015		
Michele Hansen	324-2010		
Mike Jones	323-0119		
Mike Papin	324-6584		
		(Alternate analysts are available by subject area.)	
 C. <u>AFDC and FS Forms/Compliance Unit</u>			
 <u>Supervisor:</u>			
Elaine Moody	324-2657		
 <u>Analysts:</u>			
Elizabeth Allred	323-4954	Torres	324-2016
Joe Carleton	323-8431	Ragasa	324-2658
Barbara Cox	324-2014	Roussan	323-2865
Dennis Ragasa	324-2658	Carleton	323-8431
Donna Roussan	323-2865	Cox	324-2014
LeAnne Torres	324-2016	Allred	323-4954

AFDC Policy Interpretation - Analysts' Assignments

EAS Section	SUBJECT	ANALYST	PHONE
<u>19-000</u>			
19-000	Confidentiality	John Honeycutt	445-1131
<u>20-000</u>			
20-000	Fraud	John Honeycutt	445-1131
20-100	Misuse of Funds	John Honeycutt	445-1131
<u>22-000</u>			
22-000	State Hearings	Sandra Poole-Taylor	324-2661
<u>40-000</u>			
40-100 thru 40-181.1	Reception, Application (except 40-118)	Jim Lucas	324-2725
40-118	Filing Unit	Karen Maderos	324-2009
40-181.2	Monthly Reporting	Jim Lucas	324-2725
40-181.3 thru 40-197	Transfers (Intraprogram, Interprogram, Intercounty), Dispute Regarding County Responsibility	Henry Puga	324-2663
<u>41-000</u>			
41-400 thru 41-440	Deprivation, Unemployment	Henry Puga	324-2663
41-441 thru 41-442	Procedures for Referral to and Communications with EDD-ES/Cause Determinations and Penalties, and GAIN Issues	GAIN & EMP. SVCS. POLICY BUREAU	323-5206
41-450	Continued Absence of Parent	Henry Puga	324-2663
41-500	EA-UP	Henry Puga	324-2663
<u>42-000</u>			
42-100	Age, Evidence of Age	John Honeycutt	445-1131
42-200 thru 42-223	Property	Jim Mullany	445-7884
42-400 thru 42-424	Residence	John Honeycutt	445-1131
42-430 thru 42-435	Citizenship & Alienage	John Honeycutt	445-1131
42-500 thru 42-513	Institutional Status	John Honeycutt	445-1131
42-600 thru 42-691	WIN-DEMO	GAIN & EMP. SVCS. POLICY BUREAU	323-5206
<u>43-000</u>			
43-100 thru 43-117	Responsible Relative	John Honeycutt	445-1131
43-119	Sponsored Aliens	John Honeycutt	445-1131
43-200 thru 43-205	Child Support	John Honeycutt	445-1131

EAS Section	SUBJECT	ANALYST	PHONE
<u>44-100</u>			
44-101 thru 44-101.3	Income (Definitions, Separate and Community, Current Income)	Sandra Poole-Taylor	324-2661
44-101.4 thru 44-111	Earned Income, Availability of Income, Exploration of Income Potentials and Income Verification, Differentiation of Property and Income, Payments Excluded or Exempt from Consideration as Income	Sandra Poole-Taylor	324-2661
44-113	Net Income (Net Income from Property, Disregards)	Sandra Poole-Taylor	324-2661
44-115	Evaluation of Income In-Kind	Sandra Poole-Taylor	324-2661
44-133.1 & .2	Treatment of Income, Income of SSI Recipient	Sandra Poole-Taylor	324-2661
44-133.3 thru .63	Excluded Parent/Stepparent Computations	Sandra Poole-Taylor	324-2661
44-133.7 thru .10	Income of Senior Parent, Income of Spouse of Aided Child and Sponsored Alien	Sandra Poole-Taylor	324-2661
<u>44-200</u>			
44-200 thru 206	Assistance Unit Composition	Karen Maderos	324-2009
44-207	185%, Financial Eligibility, Lump Sum	Jim Lucas	324-2725
44-209	Federal Financial Participation	Karen Maderos	324-2009
44-211	Special Needs	Judy Moore	324-2017
44-212	MBSAC	Jim Lucas	324-2725
44-267	Special Need for Child in Foster Care	Karen Maderos	324-2009
<u>44-300</u>			
44-300 thru 44-315	Aid Payments (Budgeting), Money Management, Protective Payments, Amount of Aid	Judy Moore	324-2017
44-317	Beginning Date of Aid	Jim Lucas	324-2725
44-319 thru 44-327	Initial Payments, Changes in Amount of Payment, Delayed Payment	Judy Moore	324-2017

<u>EAS Section</u>	<u>SUBJECT</u>	<u>ANALYST</u>	<u>PHONE</u>
44-340	Underpayments	Karen Maderos	324-2009
44-350 thru 44-353	Overpayments: Is there an Overpayment and Computation of the Overpayment Amount that can be Recovered After the Overpayment Has Been Computed, From Whom it may be Recouped, Methods of Recovery, and Referral to SIU	Karen Maderos OVERPAYMENT RECOVERY BUREAU	324-2009 322-5387
<u>44-400</u> 44-400 thru 44-403	Reduced Income Supplemental Payments	Jim Mullany	445-7884
<u>80-000</u> (Proposed)	AU Composition	Karen Maderos	324-2009
(Proposed)	Transitional Child Care	Jim Mullany	445-7884

Food Stamp Policy Interpretation - Analysts' Assignments

Written policy questions should be submitted on the FS 3, Food Stamp Policy Question Form (copy attached), to the AFDC and Food Stamp Policy Implementation Bureau, 744 P Street, M.S. 16-31, Sacramento, CA 95814.

When a written response will not meet your immediate needs, the Food Stamp Policy Unit staff may be contacted by telephone using the analysts' assignments listing below. If the analyst you need to talk to is out of the office for the day, the secretary will connect you with the appropriate back-up analyst.

FS Section	SUBJECT	ANALYST	PHONE
<u>63-100</u>			
63-101 thru 63-107	General Provisions	Kathie Birmingham	324-2012
<u>63-200</u>			
63-201 thru 63-206	Program Requirements	Kathie Birmingham	324-2012
<u>63-300</u>			
63-300	Application Purpose	Mike Papin	324-6584
63-301	Application Processing Time Standards	Mike Papin	324-6584
<u>63-400</u>			
63-401	Residency	Mike Jones	323-0119
63-402	Household Concept	Mike Jones	323-0119
63-403	Citizenship/Alien Status	Carole Geller	324-2015
63-404	Social Security Numbers	Mike Jones	323-0119
63-406	Student Eligibility	Mike Jones	323-0119
63-407	Work Registration	GAIN & EMP. SVS. POLICY BUR.	323-5206
63-408	Voluntary Quit	GAIN & EMP. SVS. POLICY BUR.	323-5206
63-409	Income & Resource Maximums	Carole Geller	324-2015
<u>63-500</u>			
63-501	Resource Determinations	Kathie Birmingham	324-2012
63-502.1	Income Definition	Kathie Birmingham	324-2012
63-502.2	Income Exclusions	Kathie Birmingham	324-2012
63-502.3	Income Deductions	Carole Geller	324-2015
<u>63-503</u>			
63-503.1	Month of Application	Mike Papin	324-6584
63-503.2	Prospective & Retrospective Budgeting	Carole Geller	324-2015
63-503.3	Net Income and Benefit Calculation	Carole Geller	324-2015
63-503.4	Households With Special Circumstances		
63-503.41	Self-Employment Income	Carole Geller	324-2015
63-503.42	Households with Boarders	Carole Geller	324-2015
63-503.43	Destitute Households	Carole Geller	324-2015
63-503.44	Income and Resources of Excluded Members	Carole Geller	324-2015

FS Section	SUBJECT	ANALYST	PHONE
63-503.45	Income and Resources of Non-Household Members	Carole Geller	324-2015
63-503.46	Residents of Shelters for Battered Women	Mike Jones	323-0119
63-503.47	Residents of Drug/Alcoholic Treatment & Rehab Programs	Mike Jones	323-0119
63-503.48	Disabled or Blind Residents of Group Living Arrangement	Mike Jones	323-0119
63-503.49	Sponsored Aliens	Mike Papin	324-6584
63-503.5	Decrease in Income Due to Overpayment	Kathie Birmingham	324-2012
63-503.6	Homeless FS Households/ Prepared Meals	Kathie Birmingham	324-2012
63-504			
63-504.1	Certification Periods	Mike Papin	324-6584
63-504.2	Notices of Action	Michele Hansen	324-2010
63-504.3	Monthly Reporting	Michele Hansen	324-2010
63-504.4	Effecting Changes for Nonmonthly Reporting Households	Michele Hansen	324-2010
63-504.5	Certifying MRRB Household in a New County	Mike Papin	324-6584
63-504.6	Recertification	Mike Papin	324-6584
63-504.7	ID Cards	Mike Papin	324-6584
63-504.8	Photo ID Cards	Mike Papin	324-6584
63-505	Household Responsibilities	Michele Hansen	324-2010
<u>63-600</u>	Coupon Issuance, Use and Replacement	Mike Papin	324-6584
<u>63-700</u>	Coupon Ordering, Storage and Accountability	Mike Papin	324-6584
<u>63-800</u>			
63-801.1 thru 63-801.3	Establishment of Claims	Michele Hansen	324-2010
63-801.4 thru 63-801.9	Claims Collection	OVERPAYMENT RECOVERY BUREAU	322-5387
63-802	Restoration of Benefits	Michele Hansen	324-2010
63-803	Return of Coupons	Mike Papin	324-6584
63-804	State Hearings	Michele Hansen	324-2010
<u>63-900</u>	Emergency FS Assistance	Michele Hansen	324-2010

IRIS Review and Compliance Monitoring - Mike Jones

AFDC and FS Forms/Compliance . .t

SUBJECT	ANALYST	PHONE
FS Forms Coordinator, FS Forms: DFA 285-A1, 285-A2, 285-B, 285-C, 285-D, 285.1, 286, 287, 288, 290, 291, 292, 293, 293.1, 299, 300, 301, 303, 332.1, 377.5, 440, 839A, 842; FS 8; Food Stamp questions concerning the SAWS 1, 2, 2A, 7 and 64, and the joint application.	Elizabeth Allred	323-4954
Turner Court Case Implementation; AFDC NOAs (other than SAWS); Program Scope Informing; SAWS Video.	Joe Carleton	323-8431
SAWS Program Liaison (Napa); Other Automated Projects (APDs, MIS, etc.); Special Projects; AFDC Forms: CA 7, 13, 30, 31, 71, 72, 73, 81, 82 and 1027; and Food Stamp Forms: DFA 385, DFA 385A.	Barbara Cox	324-2014
AFDC SAWS NOAs; FSOLIS Lead; Point of Sale Issues.	Dennis Ragasa	324-2658
SAWS Program Liaison (Merced): FS SAWS NOAs; FS Forms: DFA 377.1, 377.1A, 377.2, 377.4, 377.9.	Donna Roussan	323-2865
AFDC Forms Coordinator, CWDA Forms Subcommittee Contact; AFDC Forms: CA 1, 2, 2.1 (informing), 8, 8A, 10, 20, 22, 23, 24, 30, 30A, 40, 41, 42, 51, 61, 62, 63, 64, 80 and 371; ABCDM 215, 215A and 228; PM 357 and Temp CA 60; AFDC questions concerning the SAWS 1, 2, 2A, 7, and 64, and the joint application. TCC 1, 1A, 2, 30 and 43.	LeAnne Torres	324-2016

Other Forms

CA 2.1 Questionnaire	CHILD SUPPORT OPERATIONS BUREAU	322-6384
DFA 377.10	GAIN & EMPLOYMENT SERVICES POLICY BUREAU	323-5206
DFA 377.7B, 377.7B1, 377.7C, 478, 479	OVERPAYMENT RECOVERY BUREAU	322-5387